

**NONAPPROPRIATED FUND POSITION
MORALE WELFARE AND RECREATION DEPT.
NEWPORT, RHODE ISLAND 02841
MERIT PROMOTION PROGRAM
VACANCY ANNOUNCEMENT**

EQUAL OPPORTUNITY EMPLOYER

POSITION: FOOD SERVICE WORKER
NA-7408-02/05

ANNOUNCEMENT NO. NAVSTA NPT 13-03

DATE OPENED: JULY 28, 2003

CLOSING DATE: OPEN REGISTER

LOCATION: COMMISSIONED OFFICERS CLUB
COMMUNITY CENTER
NAVAL WAR COLLEGE
CHILD DEVELOPMENT SERVICES
NAVAL STATION NEWPORT
NEWPORT, RI 02841

AREA OF CONSIDERATION: OPEN

NOTE: CATEGORY OF EMPLOYMENT: FLEXIBLE 0-40 HOURS

DUTIES: NA-02 - SETS UP FOOD SERVICE COUNTERS, STEAM TABLES, DINING ROOM TABLES AND SIDE SERVICE STANDS WITH HOT AND COLD FOODS INCLUDING MEATS, VEGETABLES, SALADS, DESSERTS, BREAD, BUTTER AND BEVERAGES. SERVES FOOD CAFETERIA-STYLE TO DINERS IN SERVING LINE OR SERVES TABLES FAMILY-STYLE BY DISHES OF FOOD ON TABLES AND REFILLING AS NECESSARY. PREPARES FRUITS AND VEGETABLES FOR COOKING AND SERVING BY WASHING, PEELING, SCRAPING AND DICING. CUTS AND SHREDS LETTUCE, SLICES TOMATOES, CUTS LEMONS, PREPARES BUTTER CHIPS. MAKES COFFEE, TEA, ICE WATER AND OTHER BEVERAGES. PORTIONS OUT FOOD BY PLACING UNIFORM AMOUNT IN SMALL SERVING DISHES. CLEANS EQUIPMENT IN KITCHEN AND DINING AREA. WASHES DISHES, POTS, PANS, GLASSES AND FLATWARE. OPERATES MECHANICAL DISHWASHER. CLEARS AND CLEANS DINING TABLES. SWEEPS, MOPS AND WAXES FLOORS. DISPOSES OF FOOD WASTES AND TRASH. MOVES HEAVY GARBAGE CANS AND ASSISTS IN UNLOADING SUPPLY TRUCKS AND STORING HEAVY SUPPLIES.

NA-04 - PREPARES AND BAKES A VARIETY OF PIZZAS FROM PREPARED INGREDIENTS, SELECTING THE CORRECT AMOUNT OF EACH INGREDIENT FOR THE PIZZA ORDERED, ARRANGING AND LAYERING THE INGREDIENTS AS SHOWN OR AS DETERMINED ON OWN CREATIVITY. PREPARES ITALIAN-STYLE SANDWICHES, INCLUDING PEPPERONI, AND MEATBALL SUBMARINES. PACKAGES PREPARED FOOD FOR OFF-PREMISE CONSUMPTION OR SERVES FOR ON-PREMISE CONSUMPTION. OPERATES AND USES BAKE AND HOLDING OVENS, PIZZA MAKERS, SLICERS AND MISCELLANEOUS KITCHEN UTENSILS.

QUALIFICATIONS: NA-02 - MUST BE SKILLED IN DOING TASKS WITH SEVERAL STEPS AND MUST USE JUDGEMENT IN SEQUENCING TASKS. KNOWLEDGE OF SANITATION STANDARDS IN HANDLING AND SERVING FOOD.

NA-04 - MUST BE ABLE TO OPERATE SIMPLE KITCHEN EQUIPMENT AND USE COMMON KITCHEN UTENSILS. MUST KNOW THE OPERATION OF BAKE AND HOLDING OVENS AND PIZZA MAKERS.

MILITARY SPOUSE EMPLOYMENT PREFERENCE: BEST-QUALIFIED CANDIDATES ELIGIBLE FOR SPOUSE EMPLOYMENT PREFERENCE (SEP) WILL BE REFERRED FOR PRIORITY CONSIDERATION AND EMPLOYMENT PREFERENCE. ELIGIBLE CANDIDATES MAY ASK FOR ASSISTANCE FROM THE PERSONNEL STAFF BEFORE SUBMISSION OF APPLICATION.

SELECTEE WILL BE REQUIRED TO PARTICIPATE IN THE DIRECT DEPOSIT ELECTRONIC FUND TRANSFER PROGRAM WHICH IS THE STANDARD METHOD OF PAYMENT WITHIN MWR FOR PAY OF PERSONNEL.